

Utility and Pavement Restoration Plan Checklist
For Utility Major Projects



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**UTILITY AND PAVEMENT
RESTORATION PLAN
CHECKLIST
For Utility Major Projects
Effective Date 01/01/2014**

THE FOLLOWING CHECKLIST MUST BE COMPLETED AND SUBMITTED WITH ALL REQUIRED APPLICATION MATERIALS

Permit Information Section

Utility Work Associated with a Development?

Y / N *Does the development require a Department of Planning and Development (DPD) permit?*

If yes, provide the DPD permit number: _____

If no, explain why: _____

Utility Work Associated with a Street Improvement Permit (SIP)?

Y / N *Is the utility work associated with a SIP?*

If yes, provide the SIP permit number and explain why the utility work is separated from the SIP: _____

Parks Permit Required?

Y / N *Is the work located on or within a Boulevard and/or Parks Property?*

If yes, please provide the Parks permit number: _____

Annual Utility Permit Required?

Y / N *Will the proposed utility infrastructure be owned by the utility company?*

If yes, an annual utility permit will not be required

If no, the annual utility permit application must be submitted at the time of application

Construction Stormwater Erosion Control Plan (CSECP) Required?

Y / N *Does the proposed work affect more than 5,000 square feet?*

If yes, the CSECP is provided at time of application

Drainage Review Required?

Y / N *Does the proposed work affect more than 750 square feet?*

If yes, a drainage review is required by SPU

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Plan Requirements Section

- Base Map (Existing Conditions)**
 - Base map is screened back and readable on the plan sheets
 - Topographic information extends from roadway centerline to adjacent property line
 - Existing surface infrastructure is shown from the roadway centerline to adjacent property line
 - Existing utilities must be shown within 15 feet of each side of the proposed work
- General Notes**
 - Y / N *Is SPU Sewer or Drainage infrastructure is being installed or modified?*
 - If yes, the Standard SPU Sewer and Drainage Notes must be shown on plans
 - Y / N *Is SPU Water Main Infrastructure is being installed or modified?*
 - If yes, the Standard SPU Water Main Notes must be shown on plans
 - Y / N *Is Lighting or Signal infrastructure is being installed or modified?*
 - If yes, the Standard Lighting and Signal Notes must be shown on plans
- Vicinity Map**
 - Scaled at 1" = 200'
 - Area of work in the ROW is shaded
 - North Arrow is oriented to the top or left of the page
 - Sheet Numbers are identified on the Vicinity map
- North Arrow is provided on all sheets and is oriented to the top or left**
- Bar Scale is shown and scaled correctly**
- Horizontal Scale is 1"=10' or 1" = 20'**
- Line types, abbreviations and shading are per COS Standard Plans**
- Plans are 22"x34" and have a title block. 11"x17" is acceptable if minimum horizontal scale is met.**
- Typical Cross Sections**
 - A typical cross section is provided for each street or alley frontage on plans
 - Elements in the cross section are labeled (curb, sidewalk, etc)
 - Elements in the cross section are dimensioned
 - Pavement sections are identified in the cross section
 - Type, size, elevation and clearance of existing utility crossings are provided in cross section
- Station and Offsets, or Dimensions**
 - Stations and Offsets or dimensions are shown for all proposed elements (offsets are not required for catch basins or inlets)
- Landscaping and Street Trees**
 - All existing trees within the right of way and adjacent to the right of way are shown
 - The drip line of all existing trees is shown
 - All existing planting areas within the right of way are shown

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- Utility Work is being installed with Directional Drilling**
 - All new and existing utilities are shown in plan and profile
 - Type, size, elevation and clearance of existing utility crossings are provided in profile
- Storm, Sewer or Water Main Installation, Extension or Replacement**
 - All new and existing utilities are shown in plan and profile
 - Pipe type, length, size and slope are shown in profile
 - Type, size, elevation and clearance of existing utility crossings are provided in profile
- Y / N *Is the PSS on private property?*
 - Easement is shown and called out
- Inlets**
 - All new inlets are shown
 - New inlets are called out per standard plan with the rim and invert elevations provided
 - New connections are shown
- Catch Basins**
 - All new catch basins are shown
 - New catch basins are called out per standard plan with the rim and invert elevations provided
 - New connections to the main or other outfall are shown
- Manholes**
 - All new manholes are shown
 - New manholes are called out per standard plan with rim and invert elevations of all pipes entering or existing the structure called out
- King County Sewer Mains**
 - All connections to King County Metro Sewer lines are shown and called out
- Water Vaults**
 - All new water vaults are shown
 - All water vaults are labeled as existing, new, to be retired, or to be reused with type and size information provided
- Curbs**
 - All new (or replaced) curbs are shown
 - New (or replaced) curbs are called out per standard plan
- Utility Vaults**
 - All new utility vaults are shown
 - New utility vaults are called out with type and size information provided
- Utility Hand Holes**
 - All new hand holes are shown
 - New hand holes are called out with type and size information provided

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- Utility Ducts**
 - All new utility ducts are shown
 - New utility ducts are called out with type and size information provided
- Utility Poles**
 - All new utility poles and guy wires are shown
 - Dimensions from the curb to the proposed pole and guy wire system is shown
- Curb Ramps**
 - All existing and new curb ramps are shown
 - New (or retrofitted) curb ramps are called out per standard plan
 - A 4' x 4' landing is shown with dimensions
 - The wing slope is shown and does not exceed 1:10
 - The ramp slope is shown and does not exceed 1:12 (8.33%), 9% acceptable
 - Companion ramps identified and labeled existing, existing to be retrofitted or new and called out per standard plan
 - A minimum 1-foot separation between curb ramps is provided
 - A minimum 1-foot clearance from the ramp to any vertical obstruction is provided
 - Two ramps are provided at each corner when feasible
 - Curb ramps are dimensioned along the curb face (ramp and wings)
 - Spot elevations are provided at the flow line, top of curb, top of ramp and at the back of sidewalk at 5-foot intervals and at all corner points of the ramp and wings

Y / N *Is the project installing or modifying a Main Line (PSD, PSS, or Water) or using directional drilling as the installation method?*

- Profile is provided aligned with the plan view
- Vertical Scale is 1" = 5'
- Existing and proposed utilities are shown and identified
- Existing and proposed utility crossings are shown and identified
- Proposed manholes, catch basins, and/or inlets structure are shown and called out
- Rim and Invert elevations are shown for proposed manholes, catch basins and inlets along with the inverts for all pipes entering and exiting the structures
- Catch basin and inlet connections to outfall is shown
- Type, length, and slope are shown for all proposed main lines

Y / N *Is the project using directional drilling as the installation method?*

- Profile is provided aligned with the plan view with all existing utility crossings shown on it
- The depths of existing utilities must be verified by potholing or other exploratory methods and confirmed inverts must be shown on the profile
- Vertical Scale is 1" = 5'

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- Existing and proposed utilities are shown and identified

Pavement Restoration Section

Pavement Restoration

Y / N *Is the Permittee doing the restoration?*

- If yes, the restoration is covered under this permit

- If no, provide who will be performing the restoration (e.g. Street Maintenance or private contractor as permittee) and the associated permit number, if applicable:
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Y / N *Is the ground disturbing utility work 100 or more contiguous lineal feet?*

- Restoration Plans are required per the Street and Sidewalk Pavement Opening and Restoration Rule (PORR)

Y / N *Is the ground disturbing utility work 300 or more cumulative lineal feet?*

- Restoration Plans stamped by a Professional License Engineer are required per the Street and Sidewalk Pavement Opening and Restoration Rule

- Cross section as specified in the Street and Sidewalk Pavement Opening and Restoration Rule 6.4 & 7.5 is shown

- All cuts are perpendicular and/or parallel to the centerline of the roadway

Y / N *Is the Pavement Restoration 100 or more contiguous lineal feet of asphalt concrete surface without reflective cracking at PCC joints?*

- Full lane restoration is shown

Y / N *Is the Pavement Restoration PCC?*

- Joint layout is shown for intersection areas

Y / N *Are there trenches for Utilities?*

- Extent of restoration is shown

- Restoration area is per the Street and Sidewalk Pavement Opening and Restoration Rule

Y / N *Is the pavement restoration area within a marked crosswalk?*

- Restoration for the pavement area and all crosswalk markings are shown

Y / N *Is 6' or more of pavement being restored within an existing marked crosswalk?*

- Required Stop Bar is shown and called out